

# PERSONNEL BOARD



## REGULAR MEETING Thursday, February 25, 2016

5:15 p.m.

@ 440 Civic Center Plaza – City Council Chambers



### AGENDA

Chair: Elaine Merriweather

Vice Chair: Yvonne Nair

#### Personnel Board Members

McKinley Williams

Vicki Winston

1. **ROLL CALL**

2. **STATEMENT OF CONFLICT OF INTEREST**

3. **APPROVAL OF MINUTES**

- a. Regular Meeting of January 22, 2016

4. **PUBLIC COMMENT**

5. **NEW BUSINESS**

- a. Discuss Agenda Item Descriptions: When creating agenda items, add a description for each agenda item that will inform public speakers about the agenda item and enable them to sign up to speak on the agenda item (Vice Chair Nair)
- b. Discuss Framing Agenda Items: Frame each agenda item in advance of public speakers speaking on the agenda item (Vice Chair Nair)
- c. Discuss Conflicts of Interest: Discuss the question of inherent conflicts of interest in the multiple roles and responsibilities of the Personnel Board Secretary/Human Resources Director and the Personnel Board Counsel/City Attorney because "what is legal may not be ethical" (Vice Chair Nair)
- d. Discuss Anti-bullying Policy: Discuss an anti-bullying policy for employees of the City of Richmond, with reference to (Vice Chair Nair):
- Stacy Plummer vs. City of Richmond et al. (Case No. C14-03962 NC) - see Appendix A (Vice Chair Nair)
  - General Order #33: Current Policy Against Workplace Harassment Draft - see Appendix B (Vice Chair Nair)
  - AB 2053, which went into effect on January 1, 2015, thereby requiring that California employers with 50 or more employees provide training on the "prevention of abusive conduct" along with the sexual harassment training already required by law (Vice Chair Nair)
  - outside consultant to help develop the anti-bullying policy (Vice Chair Nair)

**CANCELLED QUORUM LACK OF QUORUM**

- e. Discuss Grievance hearing of Ladislao (Lalo) Herrera (Vice Chair Nair)
  - f. Discuss Spending on outside attorneys: Discuss amount spent by the City of Richmond on outside attorneys in grievance hearings (Vice Chair Nair)
  - g. Discuss Termination of librarians: Discuss concerns about proposed termination of City of Richmond librarians with reference to: (a) Library organization chart - see Appendix C; (b) Library budget - see Appendix D (Vice Chair Nair)
  - h. Discuss MRG Report - see Appendix E: Review possibility of Personnel Board resolution on Municipal Resource Group report on the City of Richmond Library with reference to Appendix F bullet points (Vice Chair Nair)
- 6. UNFINISHED/OLD BUSINESS**
- a. Discuss the Richmond Library and Cultural Services Department Internal Audit (Personnel Board)
  - b. Discuss Anti-bullying Policy (Personnel Board)
  - c. Discuss update on Library Budget (Personnel Board)
- 7. REVIEW OF SUBPOENA(S)**  
None
- 8. CONSIDERATION OF PROBLEMS AND REPORTS**  
None
- 9. ADJOURNMENT**

**NOTE: Copies of items to be distributed from the Public to the Personnel Board must also include two (2) copies; one (1) for the Secretary to the Board and one (1) for Board Counsel.**

**COMMUNICATION ACCESS INFORMATION** This meeting is being held in a wheelchair accessible location. To request a disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact Bruce Soublet, ADA Coordinator at (510) 620-6509 at least three business days before the meeting date.